



REGISTRATION GUIDE

GRADUATE STUDIES

About the Guide

The most important thing to do before the start of each term is register! As a graduate student, you need to maintain continuous registration for the 12 months of each academic year, which is comprised of three terms (Summer, Spring, and Fall), throughout your program.

School of Graduate Studies
sgs@uleth.ca

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Preamble

The most important thing to do before the start of each term is register!

As a graduate student, in order to keep your student status, you must maintain continuous registration for the 12 months of the academic year, which is comprised of three terms (Summer = May to August, Spring = January to April, and Fall = September to December), for the duration of your program.

This Registration Guide provides important information to assist you, with successfully registering in your graduate program. Use this helpful guide and tool as you complete your online registration through the uLethbridge registration process, and to acquire important information that will assist you as you move through your graduate journey and program stages. This Registration Guide is divided into four sections:

[Start Smart](#) | Learn what you need to know before registering for your courses.

[Plan](#) | Make sure you have the resources and knowledge to make your course/thesis registration go as smoothly as possible.

[Register](#) | Learn how to register for your courses and find answers to your questions.

[Learn More](#) | Useful terms, definitions and supports to ease your registration experience.

Start Smart

In the Start Smart section, you will learn everything you need to know before registering.

Who Should Use This Resource

If you will be registering in graduate courses/thesis and belong to one of the following groups this resource is for you.

- New Students
- Continuing Students
- Open Studies Students
- Visiting and Exchange Students

You should consult the Registration section of the [Graduate Studies Calendar and Course Catalogue](#). For more information, please contact the [School of Graduate Studies office](#).

Other Students

Audit Students – MA, MFA, MMus, MN, MSc, MSc (Health Sciences – all majors), MSc (Mgt), and PhD

If you intend to audit a graduate or undergraduate course you must first consult with your Supervisor and then complete and submit a [Request to Audit a Course form](#) to the Registrar's Office. All audited courses approved by your Supervisor must be recorded on the signed [Statement of Progress and Standing form](#) and then submitted to the School of Graduate Studies. For Audit Student registration dates check the [Important Dates and Deadlines](#). For more information see the [Graduate Studies Calendar and Course Catalogue](#).

University of Lethbridge Graduate Students Conducting Research Off-Campus

If you are a graduate student planning to conduct research off campus or completing graduate-level courses via the [Western Deans' Agreement](#), (you must obtain approval from your Supervisor and then complete the [Western Deans' Agreement form](#) as well as maintain continuous registration in your program). Each term you will need to register in your thesis course if you are a graduate student registered in an MA, MSc, PhD, MFA, or MMus program regardless of the location of your thesis research. This will allow you to retain your continuing graduate student registration privileges and rights at uLethbridge. Remember to register during your assigned registration period for the Spring, Summer and Fall terms throughout your entire graduate program.

Time Limits

MA, MFA, MMus, MSc and PhD programs

If you need to extend your program beyond the maximum time limit for program completion, the Dean of the School of Graduate Studies may approve an extension to your time limit for up to 12 months. To request a program extension you must submit a completed and signed [Statement of Progress and Standing form](#) with an attached rationale for the request, including a detailed time line for program completion.

MC, MEd, MHSMgt, MN, MSc Health Sciences (all majors), MSc (Mgt), Graduate Diploma (AMHP), and Graduate Certificate (HSMgt, ACSA) programs

If you need to extend your program beyond the maximum time limit for program completion, contact the relevant Faculty office for advice on how to proceed with your extension request and registration.

Readmission after Withdrawal

Students who withdraw or who are required to withdraw must successfully apply for readmission by the appropriate deadline.

Graduate Studies Calendar and Course Catalogue and Policies & Procedures

The [Graduate Studies Calendar and Course Catalogue](#) and the School of Graduate Studies [Policies and procedures manual](#) contain vital information.

You are encouraged to review these reference documents frequently for information about your program including academic policies and regulations, registration, courses, program requirements, milestones and due dates, and procedures. If you have any questions regarding these documents, [contact the School of Graduate Studies](#).

New Students

As a new student, there are two steps to complete before you can register for courses:

1. Set Up Your Campus Login

You will use this username and password to log in to [the Bridge](#), as well as many other important tools at uLethbridge, including ULink, your email, library account and Moodle. It is a good idea to change your password regularly at ulethbridge.ca/webtools.

[The Bridge](#) is an essential tool and resource for every uLethbridge student. In [the Bridge](#) you have access to your personal information, admission status, registration, tuition and fees, personal contact information, and more.

If you have not already done so, setup your Campus Login:

1. Have your nine-digit uLethbridge ID number (from your offer of admission letter) available.
2. Go to ulethbridge.ca/loginsetup for login set-up
3. Follow the steps to select a username, password and security questions from the right side menu.

2. Accept Your Offer

Submit your complete Confirmation of Admission (CoA) and payment online in the Bridge. Once logged into the Bridge under the Student menu → Admissions → **Make Deposit Payment and Accept Offer**. (see image)

Did You Know? Once you are registered in courses, you are responsible for the associated tuition and fees. If you are unable to attend uLethbridge, you must drop your courses before the drop deadline, for the specific term.

If your offer has expired, contact the School of Graduate Studies office to find out if your offer can be extended and/or how to proceed.



Account Setup Assistant User Login

Before we can begin setting up your account, you need to identify yourself by entering your nine-digit U of L ID number and your birth date.

9-digit U of L ID Number:

Birth Date:

[Continue](#)

Listed below is a summary of your application as well as the requirements for your admission. If you have been offered admission, you will see a button at the bottom of this page stating 'Make Deposits and Accept Offer'. By clicking this button and accepting your offer, you are agreeing to all conditions (if applicable) listed on your Offer of Admission. You can visit [Your Admission Status](#) page for more detailed information in regards to your application.

Application Summary

Name and Address			
Name:	Benjamin Button		
Application Data			
Admission Term:	Spring 2020		
Admission Type:	Previous Undergraduate Degree		
Decision:	Program Admission Offered		
Current Program			
Master of Science			
Level:	Graduate		
Program:	Master of Science (AGBT)		
Catalog Term:	Spring 2020		
College:	Arts and Science		
Campus:	Lethbridge		
Major:	Agricultural Biotechnology		
Date Created:	28-Aug-2019		
Requirements			
REQUIREMENT	RECEIVED	NOTE	STATUS
Official Post-Sec Transcript		University of Calgary	
Reference Letter 1		W.E. Coyote	
Reference Letter 2		T. Bell	
Reference Letter 3		Q. Elsa	
Letter of Intent	28-Aug-2019		
Curriculum Vitae	28-Aug-2019		
English Language Proficiency	30-Aug-2019	Test Date 30-AUG-2019	

✓ The non-refundable tuition deposit amount you are required to pay based on your program is \$200. Please have payment ready prior to clicking the 'Make Deposit Payment and Accept Offer' button.

[Make Deposit Payment and Accept Offer](#)

Open Studies Students

Open Studies allows you to take courses for general interest without being formally admitted to a uLethbridge program.

Review the Open Studies policies outlined in the [Graduate Studies Calendar and Course Catalogue](#) or contact the School of Graduate Studies for more information.

Courses taken as an Open Studies student will appear on your transcript as credit courses. Your opportunity to register is later than most students and you will only have access to courses as space permits. Check the [Important Dates and Deadlines](#) for Open Studies registration dates.

As an Open Studies student, you may apply for formal admission or readmission to a program. Review the program-specific section in the [Graduate Studies Calendar and Course Catalogue](#) for details. Courses completed as an Open Studies Student will be included in the admission decision process.

TIP | For more information regarding eligibility and other conditions applying to Open Studies, contact the School of Graduate Studies.

Accommodated Learning Centre

Students with documented disabilities can receive support through the Accommodated Learning Centre.

Once you have received your *Confirmation of Admission*, contact the Accommodated Learning Centre as soon as possible to begin the registration process and coordinate your accommodations. If you are unable to use [the Bridge](#) due to an accessibility need, you may register for courses in person at the Registrar's Office on the Lethbridge campus or your campus office in Calgary. Visit the [Accommodated Learning Centre](#) website for more information or call 403-329-2766.

Plan

Resources

Timetable

The [Timetable](#) is a searchable list of courses offered in the upcoming term. It provides information including dates; times and locations; instructor; course designation; prerequisites, corequisites, or recommended background (if any); and any other additional notes about the course.

Outlined in the table below is a list of subject code abbreviations:

Graduate Courses	Abbreviation	Graduate Courses	Abbreviation
Addiction and Mental Health Psychotherapy	AMHP	French	FREN
Addictions Counselling	ADCS	Geography	GEOG
Advanced Clinical Study of Addiction	ACSA	Health Sciences	HLSC
Agricultural Biotechnology	AGBT	Health Services Management	HMG
Agricultural Studies	AGST	History	HIST
Anthropology	ANTH	Indigenous Studies	INDG
Archaeology	ARKY	Kinesiology	KNES
Art	ART	Management	MGT
Art History	ARHI	Mathematics	MATH
Arts and Science Co-op	ASCI	Microbiology	MIBI
Biochemistry	BCHM	Multidisciplinary Studies	MDST
Biology	BIOL	Museum Studies	MSTU
Biomolecular Science	BMOL	Music	MUSI
Biosystems and Biodiversity	BSBD	Music Ensemble Activity	MUSE
Campus Alberta Applied Psychology	CAAP	Neuroscience	NEUR
Chemistry	CHEM	New Media	NMED
Computer Science	CPSC	Nursing	NURS
Computer Science and GIS	CGIS	Philosophy	PHIL
Cultural Resource Management	CRMG	Physics	PHYS
Cultural, Social, and Political Thought	CSPT	Political Science	POLI
Drama	DRAM	Population Studies in Health	POSH
Earth, Space, and Physical Science	ESPS	Psychology	PSYC
Economics	ECON	Public Health	PUBH
Education	EDUC	Religious Studies	RELS
English	ENGL	Remote Sensing	RMTS
Environmental Science	ENVS	Sociology	SOCI
Evolution and Behaviour	EVBH	Theoretical and Computation Science	TCSC
Exercise Science	EXSC	Urban and Regional Studies	UBRE
Fine Arts Co-op	FA	Women and Gender Studies	WGST

Note that your thesis course is timetabled using your major as the subject code and the level of study (i.e., Master's program or Doctoral program) as the course number. Examples are outlined in the table below:

Degree	Major	Thesis Course Number – Title
Master of Arts	Anthropology	ANTH 6000 - Thesis
Master of Arts	Education	EDUC 6015 – Thesis
Master of Arts	Individualized Multidisciplinary	MDST 6000 - Thesis
Master of Fine Arts	Art	ART 6002 – Thesis
Master of Music	Music	MUSIC 6002 - Thesis
Master of Science	Chemistry	CHEM 6000 – Thesis
Master of Science	Health Sciences	HLSC 6000 - Thesis
Master of Science	Individualized Multidisciplinary	MDST 6000 - Thesis
Master of Science in Management	Marketing	MGT 6100 – Master's Thesis
Doctor of Philosophy	Earth, Space and Physical Science	ESPS 8000 – Thesis

Plan

Course Descriptions

The [Graduate Course Catalogue](#) is helpful in learning more about subject areas or specific courses; however, it is important to note that not all courses listed are offered every term and that some thesis courses are not described in the catalogue.

Registration Dates and Deadlines

The [Registration Dates and Deadlines](#) includes important term specific registration deadlines.

The Bridge

[The Bridge](#) is your graduate student information system, where you can access your personal details, register for courses, and more!

Requirements for Degree

Requirements for your degree are outlined in the relevant section of the [Graduate Studies Calendar and Course Catalogue](#).

Registration Dates

Make sure you register soon after your registration time opens.

Each student has a specific pre-determined window of time they can register for their courses. You are encouraged to register on the first day of your registration time period. You will find your registration dates on [the Bridge](#).

How to find your registration dates

1. Log in to [the Bridge](#)
2. Click "Student"
3. Click "Registration"
4. Click "Registration Status"
5. Select the term you want to register for (e.g. Summer 2020) from the drop-down menu
6. Click "Submit"

Understand the Timetable

The Timetable allows you to search sections of courses offered at the University of Lethbridge. This tool will help when planning your course selection before registering on the Bridge.

The Registrar's Office Timetable Search functions, displays similarly to the Bridge's 'Course Look Up'. Search results from this Timetable provide you with general information about your courses. (There are instructions and tips within the Timetable on how to search for classes.)

Plan

Search results display in the format of the image below. Read the corresponding numbers to better understand all of the course

Class Schedule Listing

Spring 2020
17-Oct-2019

Critical course information, including course prerequisites, can be found by selecting [View Catalog Entry](#). Specific section information can be found under [Scheduled Meeting Times](#), in conjunction with the [Instructional Method](#).

Legend:

BL	Blended Learning	Course will be offered in a combination of online and face-to-face. Check with Instructor for technical requirements and meeting times.
CD	Course Designation	Students may change the designation of this science course to a social science via the Registrar's Office.
CI	Critical Information	Mandatory Orientation and Police Information Check with vulnerable sector check required. Please contact Student Program Services (edu.sps@uleth.ca) in the Faculty of Education for further details.
CL	Cross Listed	Register in other course section cross-listed with this course.
CS	Course Schedule	Contact the instructor for section dates and times.
DC	Dual Credit	Section is available to high school students in dual credit option.
DD	Detailed Description	Refer to Faculty website for detailed course description.
FE	Field Experience	Field Experience component required. Check with instructor or course website for specific requirements, meeting dates and locations.
ME	Music Ensemble	Participation in this ensemble is contingent upon audition. Contact the Department of Music for more information.
OL	Online	This course will be taught on-line. To begin this course, students must go to moodle.uleth.ca . Access to this site will commence on the first day of classes.
OP	Optional Lab	Check with Instructor regarding meeting dates and times.
VC	Video Conference Class	Course will be taught in-class via video conference. Instructor is off-campus.

Days (Days of the week class is offered)

R=Thursday, *S*=Saturday

Sections Found

1 Introduction to Probability and Statistics - 11587 - STAT 1770 - A

Associated Term: Spring 2020 - 6

Registration Dates: 24-Oct-2019 to 13-Jan-2020 - 7

Levels: Undergraduate, Graduate, Audit

Attributes: Science Lib Ed Req, Introductory Course(0500-1999), Arts & Science course - 8

Lethbridge Campus

Lecture Schedule Type

3.00 Credits - 9

[View Catalog Entry](#)

Scheduled Meeting Times

TYPE	TIME	DAYS	WHERE	DATE RANGE	SCHEDULE TYPE	INSTRUCTORS
Class	9:00 am - 9:50 am	MWF	Science Commons SA6008	06-Jan-2020 - 04-Apr-2020	Lecture	D. Connolly (P)

components.

1 **Course Title** | The title of the class

2 **CRN** | Course Registration Number (CRN) is a unique five-digit code that identifies each course component in the Timetable. You will need this number when registering under the "Add/Drop" option in [the Bridge](#). "Course Look up" does not require the CRN.

3 **Subject &** 4 **Number** | Subject: the abbreviation of the subject area e.g. CHEM = Chemistry. Number: level of the class. e.g. 5XXX = master's course, 7XXX = doctoral course.

5 **Section** | There can be multiple sections for a course – each section may have a different time, day, instructor and/or campus. Courses are offered at Lethbridge and Calgary, Y = Calgary courses (e.g., Mgt 5157 – Y), all other sections = Lethbridge.

6 **Associated Term** | The term the class is being offered.

7 **Registration Dates** | The range of when the course is available for Bridge registration.

8 **Attributes** | GLER designations are not applicable to graduate programs.

9 **Credits** | The number of credit hours for the class.

10 **Time** | Hour of the day the class/lab/tutorial is scheduled.

11 **Days** | Day(s) of the week each class/lab/tutorial is scheduled. Each day will be indicated with letter (note: "R" stands for Thursday).

12 **Where** | The room location of the class/lab/tutorial. The letter abbreviation represents the building ex. PE = 1st Choice Saving Centre. View the [map](#) to see each building.

13 **Date Range** | The first day of classes through to the last day of classes (not including the [final exam](#)).

14 **Schedule Type** | Specifies the class is a lecture, lab, tutorial, studio or activity (e.g. ensemble, physical activity etc.).

15 **Instructor** | The instructor teaching the class, (P) = Primary instructor.

The View Catalogue Entry provides important course information on prerequisite, co-requisite, credit, lab, etc.

16 **Prerequisites** | Preliminary requirement which must be met or waived.

Corequisites | Courses taken prior to or in conjunction

Recommended Background | Not required but would provide a good background which will make the class easier.

Equivalent | Course may have been offered previously under a different course number and title.

Substantially Similar | Lists the course(s) that contain a high percentage of similar course content but are not deemed equivalent. Talk to a supervisor if you wish to take both courses.

Catalog Entries

Spring
15-Oct

Select the Course Number to get further detail on the course. Select the desired Schedule Type to find available classes for the course.

STAT 1770 - Introduction to Probability and Statistics

Descriptive statistics and graphical representation. Measure of central tendency and dispersion. Elementary probability. Discrete and continuous random variables. Expectation. Binomial, normal and Student's t-distribution. Large and small sample inference and estimation. Central Limit Theorem.

16 **Prerequisite(s)**: One of Mathematics 30-1, Mathematics 30-2, Pure Mathematics 30, Mathematics 0500, Mathematics 0520, admission to the Post-Diploma B.A. in Agricultural Studies, admission to the Post-Diploma B.Sc. in Agricultural Studies, or admission to the B.Sc. in Environmental Science
3.00 Credit hours
3 Lecture hour(s) per week
1 Tutorial hour(s) per week

Levels: Undergraduate, Graduate, Audit

Schedule Types: Lecture, Tutorial
[All Sections for this Course](#)

Mathematics and Computer Sci. Department

Course Attributes:
Science Lib Ed Req, Introductory Course(0500-1999), Arts & Science course

Register

Now that you know about program planning, it is time to put your plans into action! In this section you will learn how to register for your courses/thesis and find answers to your questions. Keep in mind that registering early is strongly recommended.

Open Studies Students

Open Studies allows you to take courses for general interest without being formally admitted to a University program.

Becoming an Open Studies student has four simple steps:

1. Complete an [Open Studies Registration form](#). If you prefer, the form can be picked up at the Registrar's Office in Lethbridge (SU140) or at the campus office in Calgary (S6032).
2. Once complete, please save the form and attach it to an email addressed to regoffice@uleth.ca from your preferred email address or submit a paper copy to the Lethbridge Registrar's Office (SU140) or the Calgary Campus Office (S6032). If you do not have a uLethbridge ID number, one will be assigned to you at this time.
3. Pay the tuition deposit and registration fee (both are non-refundable) either in person at the Registrar's Office in Lethbridge (SU140) or at the campus office in Calgary (S6032). The tuition deposit is applied towards your tuition fees.
4. Once you receive confirmation of your registration (e.g. pre-requisites and co-requisites) eligibility you can register on your specified dates listed in [the Bridge](#). How to [find my dates](#)?

Did You Know? These steps must be repeated each term you want to attend as an Open Studies student.

TIP For more information regarding eligibility and other conditions applying to Open Studies, contact the School of Graduate Studies.

Registration Restrictions

There are a few important things to note when you start to register. If you have not completed the admission process, you may be restricted from registering for your courses. You may also find that some of the courses you want are excluded from web registration.

You will not be able to register using [the Bridge](#) if any of the following apply:

- Your admission to uLethbridge has not been finalized.
- Your *Confirmation of Admission (C.O.A.)* form has not been completed on the Bridge and the tuition deposit has not yet been received and processed.
- You are attempting to register outside of your assigned registration dates.
- There are holds on your record.

Check your status on [the Bridge](#) to confirm any of the above issues.

Prerequisites and Corequisites

Be sure to check for course prerequisites. If you are missing course prerequisites, you will be prevented from registering in the course or your registration may be cancelled without notice. In unique circumstances, students lacking the prerequisite(s) or corequisite(s) may apply for a prerequisite waiver.

Register

If you are unsure whether you have the appropriate prerequisite(s) or corequisite(s) for the courses in which you are registered, contact the relevant Faculty office for advice on how to proceed with your registration.

Courses excluded from Web Registration

Certain courses which require special approval are excluded from web registration. If you attempt to register in such courses via [the Bridge](#), you will receive a response indicating that web registration is not available. Courses excluded from web registration include

- Independent Study
- Co-operative Education Work term
- Applied Research Studies
- Project or Thesis (MEd and MC students, only)
- Half thesis

For more information regarding other courses, check with the faculty offering the course.

Options Available

You should check with your Faculty Office if you are unable to access a course required in your program.

Payment of Fees

It is important to pay your fees by the indicated due date. Paying your fees prior to the deadlines ensures you have full access to your program, are able to register for future classes and make program status changes.

Be sure to pay your fees on time at the Cash Office either in-person or through online banking. Fees deadlines:

- Fall term | October 1
- Spring term | February 1
- Summer term and sessions | June 1

The Cash Office accepts most forms of payment, excluding credit cards. Visit the Cash Office website for additional information about making payments, including instructions for online banking.

TIP | If you are unable to pay your fees by the due date, contact the Cash Office as your registration may be automatically cancelled.

How to Register

You've made it! This is where your preparation pays off. In this section you'll learn how to register for your courses/thesis. Make sure to check your registration dates and to register early.

Register

Step 1 - Log in to the Bridge

- Visit ulethbridge.ca/bridge
- Log in with your uLethbridge username and password
- If you have not set up a uLethbridge username and password:
 - Click “Need help?” in the box on the right (Example 1.1)
 - Click “I need a username”
 - Enter your 9-digit uLethbridge ID number and Birthdate (Example 1.2)
 - Select a uLethbridge username from a list of predetermined choices
 - Set a new password
- Log in with your new uLethbridge username and password



One login, all your services.

Sign in from anywhere and get logged into Moodle, the Library, ULink and other U of L sites.

Example 1.1



University of Lethbridge | The Bridge

[SITE MAP](#) [HELP](#) [EXIT](#)

Account Setup Assistant User Login

Before we can begin setting up your account, you need to identify yourself by entering your nine-digit U of L ID number and your birth date.

Example 1.2

Step 2 - Registering for Courses

- Click the text “Student” (Example 2.1)
- Click “Registration”
- Click “Select Term”
- Select the term you want to register for from the drop down menu (Example 2.2)
- Click “Submit”

Example 2.2

Example 2.1

Step 3 - Adding Courses to your Schedule

- Click “Add or Drop Classes”
- Enter the five-digit CRN (course reference number) in the individual textboxes under “Add Classes Worksheet” (Example 3.1)
- If you do not know the CRN number(s) you can skip to step 4 “Searching for Available Courses” within this tutorial
 - CRN(s) can be found in the [Timetable](#).
 - It is possible to add multiple courses at once or one course at a time
 - When adding a course that requires a lab or tutorial, you must enter the CRN for the lecture section in one textbox and CRN for the lab or tutorial in another textbox
 - Some courses have a mandatory lab/tutorial component. You MUST register for the lecture and lab/tutorial at the same time or else you will get a registration error. In some cases, you may seek special permission to waive the lab or tutorial component. Please check with your Supervisor to see if this applies to your MA, MSc, or PhD program. If so, please check with the Faculty office for advice on how to proceed with your registration.
- Click “Submit Changes” (Example 3.1)
- If successfully registered in the course, it will appear in your “Current Schedule” (Example 3.2)
- If there was a problem registering for a course, it will appear under “Registration Add Errors” (Example 3.2)

Note: If you encounter problems refer to “[Common Registration Error Messages](#)”

Personal Information
Student

001225374 B. Button
Spring 2020
16-Oct-2019 08:56 am

Add or Drop Classes

To add a class enter the Course Reference Number (CRN) in the Add Classes Worksheet section. Please note when registering in a linked course, you must enter the CRN's for all the components (the Lecture, Lab and Tutorial if applicable) before you "Submit Changes" or you will get a link error. Classes may be dropped by using the options available in the Action drop down list. If no actions are listed the course cannot be dropped.

You MUST click "Submit Changes" at the bottom of the page in order for your request to be processed.

If you are unsure of which classes to add, click Class Search to access the "Look Up Classes" page.

Note: Please be patient while registering for courses. The Bridge may have slower response time, due to high volume of students registering at this time.

Add Classes Worksheet

CRNs

30203
31048
30465

Submit Changes
Class Search
Reset

Example 3.1

Current Schedule

STATUS	ACTION	CRN	SUBJ	CRSE	SEC	LEVEL	CRED	GRADE MODE	TITLE
Web Registered on 16-Oct-2019	None ▼	10059	ARHI	2225	A	Graduate	3.000	Normal Grading Mode	A Brief History of World Art

Total Credit Hours: 3.000
Billing Hours: 3.000
Minimum Hours: 0.000
Maximum Hours: 170.000
Date: 16-Oct-2019 01:22 pm

Registration Add Errors

STATUS	CRN	SUBJ	CRSE	SEC	LEVEL	CRED	GRADE MODE	TITLE
You have not met the required prerequisite/corequisite for this course.	10076	ART	3005	A	Graduate	3.000	Normal Grading Mode	Print Media Without a Press
Student must also be registered in Tutorial	10281	CPSC	1620	A	Graduate	3.000	Normal Grading Mode	Fundamentals of Programming I
Time conflict with CRN 10076	10536	ENGL	3002	A	Graduate	3.000	Normal Grading Mode	Contemporary Canadian Drama

Example 3.2

Register

Step 4 - Searching for Available Courses

- Click “Class Search” at the bottom of the “Add or Drop Classes” window (Example 3.1)
 - This search can also be accessed under the “Registration” menu by clicking on “Look Up Classes” and then selecting the term in which you are registering.
- Select at least one subject from the list (Example 4.1)
 - Highlight multiple subjects by using the control key when clicking
 - You can narrow your search by using Advanced Search.
- Click “Class Search” (Example 4.1)
- Select one or more checkboxes (Example 4.2)
 - Open sections will have an empty checkbox
 - When adding a course that has a lab or tutorial, you must select both the lecture section and the lab or tutorial
 - Be careful to select the course(s) offered at the uLethbridge campus that you will be attending. For example, Calgary is designated by a Y (Example: “MGT 3470 Y”)
 - Click “Register” to add the class to your schedule (Example 4.2)

Look Up Classes

001225374 B. Butson
Spring 2020
16-Oct-2019 01:23 pm

Instructions: If a checkbox appears in the 'Select' column, the section is available for registration. Select the box and then choose 'Register' or 'Add to Worksheet'.

Prerequisite requirements must be met or in progress prior to registration. Prerequisites are listed on the timetable under View Catalog Entry on each course section. Students without the appropriate prerequisite will be prevented from registration or removed from the course without notice. Students who believe they may have an equivalent prerequisite may inquire about a prerequisite waiver by contacting their Faculty advising office for more information.

Selection Tips:

*CRN (Course Registration Number)

*Select the CRN to view important notes pertaining to registration for that course (e.g. prerequisites, corequisites)

*Select (Section Availability)

*C=Closed Section (The CRN is full and there are no seats available)

*SR=Student Restriction (There may be a hold on your account, or it's not your time to register)

*NR=Not Available for Registration (Registration has not opened yet)

*Sec (Campus Location and sections)

*Y=Calgary (e.g. MGT 1000 Y)

*All other sections = Lethbridge

*Camp (Campus Location)

*L=Lethbridge

*O=Other Lethbridge

*1=Calgary

*Days (Days of the week class is offered)

*R=Thursday, S=Saturday

Subject:
Addictions Counselling
Adv. Clinical Study Addiction
Agricultural Biotechnology
Agricultural Studies
Anthropology
Archaeology
Art
Art History
Arts and Science

Course Search Advanced Search

Example 4.1

Sections Found

Agricultural Studies

SELECT	CRN	SUBJ	CRSE	SEC	CMP	CRED	TITLE	DAYS	TIME	INSTRUCTOR	DATE (MM/DD)	LOCATION	ATTRIBUTE
<input checked="" type="checkbox"/>	10032	AGST	1000	A	M	3.000	The Evolution of Agriculture	TR	03:05 pm-04:20 pm	D. Le Roy (P)	01/06-04/04	FA W731	Fine Arts & Humanit Lib Ed Req and Introductory Course(0500-1999) and Arts & Science course
<input type="checkbox"/>	10034	AGST	4000	N	M	3.000	Seminar in Agricultural Issues	R	06:00 pm-08:50 pm	D. Le Roy (P)	01/06-04/04	UH B730	Social Science Lib Ed Req and Arts & Science course
<input type="checkbox"/>	11727	AGST	4300	A	M	3.000	Advanced Modelling of Agricultural Systems	TR	10:50 am-12:05 pm	J. Davidson (P)	01/06-04/04	FA W565	Scie OR Social Scie Lib Ed Req and Arts & Science course
<input type="checkbox"/>	11728	AGST	4300	L01	M	0.000	AGST 4300 Lab 1	W	01:00 pm-02:50 pm	J. Davidson (P)	01/06-04/04	UH E648	Scie OR Social Scie Lib Ed Req and Arts & Science course
<input type="checkbox"/>	10035	AGST	6000	A	M	90.000	Master's Thesis	TBA		D. Le Roy (P)	01/06-04/04	TBA	
<input type="checkbox"/>	10036	AGST	6000	B	M	90.000	Master's Thesis	TBA		S. Kienzie (P)	01/06-04/04	TBA	

Register Add to Worksheets New Search

Example 4.2

Step 5 - Dropping a Course from your Schedule if Selecting the Wrong Section

- Click the text “Student” (Example 2.1) along the top of the screen
- Click “Registration”, then click “Add or Drop Classes”
- Make sure you are in the “Current Schedule” window (Example 3.2)
- Click the drop down arrow next to the course you wish to remove (Example 5.1)
- Select “Drop” from the list

Current Schedule

STATUS	ACTION	CRN	SUBJ	CRSE	SEC	LEVEL	CRED	GRADE MODE	TITLE
Web Registered on 16-Oct-2019	<input type="button" value="DROP"/>	0059	ARHI	2225	A	Graduate	3.000	Normal Grading Mode	A Brief History of World Art

Total Credit Hours: 3.000
Billing Hours: 3.000
Minimum Hours: 0.000
Maximum Hours: 170.000
Date: 16-Oct-2019 04:15 pm

Example 5.1

Register

- You can drop multiple courses in this window before submitting the change(s)
- Click “Submit Changes”
 - For Drops to take effect, you **MUST** click on “Submit Changes”
 - Check your schedule to ensure the changes have been processed (refer to step 6 “Confirm your Registration” within this tutorial)
 - If you wish to change the section, lab, or tutorial try adding the new class before dropping the original one (to reduce the risk of losing your seat)

Note: When dropping a course that requires a lab or tutorial, be sure to drop the corresponding lab or tutorial as well. If you are dropping a course included on your *Program of Studies* form for your MA, MSc, or PhD program, please contact your Supervisor for approval and include this information in your next Statement of Progress and Standing report.

Step 6 - Confirm your Registration

- Click the text “Student” (Example 2.1) along the top of the screen
- Click “Registration”, then click “Week at a Glance”
- Select the term you are registering for from the drop down menu
- Click “Submit”
- Confirm your schedule looks correct
 - Print a copy of your schedule (Example 6.1) to use as a reference
 - Various timetable changes can occur after you have registered. Be sure to check your schedule before the first day of classes.

Week at a Glance

The following is your class schedule by day and time. Classes that do not have scheduled meeting times are listed at the bottom of the page. Click on hyperlinked courses for more detail.

Week of 21-Oct-2019 (8 of 14)						
Previous Week	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	ECON 5960-A 30460 Class 3:00 pm-4:15 pm FA W870	ECON 5912-A 30459 Class 3:05 pm-4:20 pm UH B543	ECON 5960-A 30460 Class 3:00 pm-4:15 pm FA W870	ECON 5912-A 30459 Class 3:05 pm-4:20 pm UH B543		
3PM						
4PM						
5PM						
6PM	ECON 5910-A 30458 Class 6:00 pm-7:15 pm UH D630		ECON 5910-A 30458 Class 6:00 pm-7:15 pm UH D630			
7PM						

Courses without assigned meeting times:
ECON 6000-A - 30461 TBA

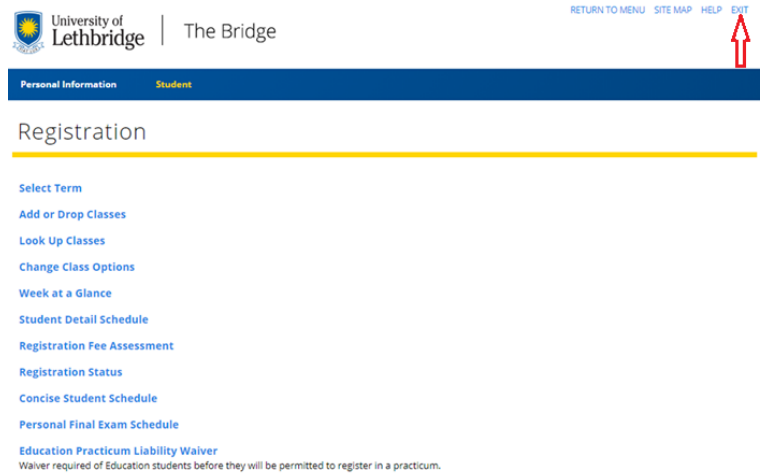
Example 6.1

Register

Note: If you decide not to attend the U of L, make sure you drop all courses from your schedule before the Add/Drop Deadline, otherwise you will owe tuition and fees.

Step 7 - Log out of the Bridge

- Click “EXIT” at the top right hand corner of [the Bridge](#) (Example 7.1)
- Close your browser by clicking the “X” in the top right corner of the browser window



Example 7.1

Course Withdrawals

Continuous registration in the Spring, Summer and Fall terms is required for part- and full-time graduate students.

MA, MFA, MMus, MSc, and PhD: Contact your Supervisor in the event that you need to withdraw from one or more of your courses following the add/drop deadline.

MC, MEd, MHSMgt, MN, MSc Health Sciences (all majors), MSc (Mgt), Graduate Diploma (AMHP), and Graduate Certificate (HSMgt, ACSA) programs: Contact the relevant Faculty office in the event that you need to withdraw from one or more of your courses following the add/drop deadline.

The deadlines for withdrawals are found in the uLethbridge [Graduate Studies Calendar and Course Catalogue](#). Complete a [Course Withdrawal form](#) for each course you want to drop.


Withdrawal with Cause

Sometimes there are extenuating circumstances beyond your control that make continuation in a course impossible. In this case, you may be granted a 'Withdrawal with Cause' and will be asked to provide evidence that the conditions that led to the withdrawal have been identified and addressed.

Did You Know? Both a Withdrawal (W) and Withdrawal with Cause (WC) will be recorded on your student transcript. However; if you take the course over again to achieve a grade both attempts will show on your transcript (the W and the latest grade).

Check Your Schedule

Checking your class schedule anytime on the Bridge from your computer or mobile device is easy and convenient.

The uLethbridge mobile app  has several features that are extremely useful to students such as the Course Schedule. The Course Schedule feature allows you to see all the courses you are registered in each term and gives a detailed daily schedule of your classes including the location and time. Be sure to download this free app today to help you stay organized and access pertinent information at your fingertips.

Checking your class schedule on the Bridge

1. Select "Student" from the main menu items.
2. Select "Registration"
3. Click "Week at a Glance" (Your schedule is available in alternative views. See also "Student Detail Schedule")
4. Select the term you are registering for from the drop down menu
5. Click "Submit"
6. Confirm your schedule is correct

Week at a Glance 00122574 B. Button
17 Jan 2019 8:02 am

The following is your class schedule by day and time. Classes that do not have scheduled meeting times are listed at the bottom of the page. Click on hyperlinked courses for more detail.

Go to (MM/DD/YYYY): Submit

Previous Week Week of 06-Jan-2020 (1 of 17) Next Week

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
8AM	ENGL 1900-A 10524 Class 9:00 am-10:15 am AH AH176		ENGL 1900-A 10524 Class 9:00 am-10:15 am AH AH176				
10AM		ARHI 2225-A 10059 Class 9:25 am-10:40 am FA W731		ARHI 2225-A 10059 Class 9:25 am-10:40 am FA W731			
11AM		MGT 1000-B 10072 Class 10:50 am-12:05 pm M M1040 PE PE020		MGT 1000-B 10072 Class 10:50 am-12:05 pm M M1040 PE PE020			
12PM	KNES 1000-A 10733 Class 12:00 pm-12:50 pm PE PE250		KNES 1000-A 10733 Class 12:00 pm-12:50 pm PE PE250		KNES 1000-A 10733 Class 12:00 pm-12:50 pm PE PE250		

Example 6.1

Did You Know? Various timetable changes may occur after you have registered. Be sure to check your schedule before your first day of classes.

Verification of Enrolment

Verification of Enrolment letters provide proof you are enrolled at uLethbridge.

Often, you will need to provide these letters to apply for RESPs and lines of credit at banks. Also, utility companies may offer student discount rates if you can provide them with a Verification of Enrolment letter. After you have completed your registration, you can find your Verification of Enrolment letter on the Bridge under the "Student" menu.

Learn More

Now that you have learned the basics of registering for courses/thesis at uLethbridge, you may have more in-depth questions. The following section will provide additional information that will be useful as you start your academic journey at uLethbridge.

- Learn useful terms
- Find registration supports that will help guide you to student success
- Understand the difference between credit hours and courses

Useful terms

The University of Lethbridge is full of options. Part of learning what your options are is knowing the lingo. Below is a list of terms that will help you better understand the registration process.

Applied Research Study

Applied Research Studies courses offer students the opportunity to earn academic research credit for unpaid internship-based experience. Students interested in Applied Research Studies should contact the School of Graduate Studies.

Concentration

A concentration is a secondary focus related to the major and may include a set of courses. Concentrations are not available in all programs.

Co-operative Education

The Co-operative Education/Internship Option is available to students for the MA, MSc, and MSc Mgt programs. Co-operative education is an educational model that formally integrates academic study at the master's level with relevant, paid work experience in appropriate employment fields such as government, institutions, and industry. The University, the employer, and the student are in partnership to ensure an enriching experience toward the student's professional development.

This is treated as a non-credit course recorded on your transcript and does not affect your degree requirements. Refer to the applicable degree sections in the [Graduate Studies Calendar and Course Catalogue](#) for more information.

Corequisite

A corequisite is a course that must be taken prior to, or in conjunction with, another course. For example, EDUC 5635 is a corequisite for EDUC 5637. This means that you should only register in EDUC 5637 if you have already completed EDUC 5635, or if you are registered in EDUC 5635 during the same term as EDUC 5637.

Credit Hours

Credit hours are the weighting factor of the course when determining grade point average (GPA). Regular full-term credit courses carry a weight of 3.0 credit hours, while half-credit courses carry a weight of 1.5 credit hours. Some courses carry non-standard credit hours (e.g. KNES 5901 is worth 0.75 credit hours).

Credit/Non-Credit (Cr/NC)

If you want to take a course in a different field, but you are worried that you might not do as well as you would like, you can designate the course as Credit/Non-Credit. When you designate a course as Credit/Non-Credit, you essentially have insured your GPA because you will not receive a letter grade in the course unless you receive a

Learn More

“B-” or higher at the master’s level or a “B” or higher at the doctoral level. If you get less than a “B-” at the master’s level or a “B” at the doctoral level, you have failed the course and a “NC”(No Credit) will appear on your transcript. This indicates that you did not receive credit for the course, but a “NC” will not bring down your GPA. Open Studies students are not eligible to use Credit/Non-Credit designation. See the [Registration Dates and Deadlines](#) for the date in which you may designate courses as Credit/Non-Credit for the current fall or spring term or summer session. Also, see the Regulations, Policies, and Program Requirements section in the [Graduate Studies Calendar and Course Catalogue](#) for more information and limitations associated with Credit/Non-Credit.

Cross-Listed Course

A cross-listed course is associated with two different faculties or degree levels and counts towards your degree at the appropriate level.

Elective Course

Electives are courses of your choice, but there may be some restrictions to which courses may be used toward your program. In general, electives can directly relate to your major or they can be subjects of study that fall outside of your major. Refer to your graduate program office as there may be other elective restrictions.

Equivalent Course

Equivalent courses can be substituted (one for the other) to meet the same course requirement. For example, prior to the 2016/2017 calendar year, Art History 5150 was known as Art History/Museum Studies 5150. These two courses are equivalent; so if you took Art History/Museum Studies 5150 prior to 2016 and now take Art History 5150, you will be repeating a course. The regulations that apply to repeated courses also apply to equivalent courses. Courses that are equivalent to other courses are denoted with an 'Equivalent' course element in the course description. See the Courses section in the [Graduate Studies Calendar and Course Catalogue](#) for more information.

Faculty/School

A faculty or school is a formal subdivision within the university. Faculties/schools develop, approve and administer the programs and courses relating to the specific degrees/credentials they offer. At uLethbridge, there are five faculties and schools that deliver graduate programing: Faculty of Arts and Science, Faculty of Education, Faculty of Fine Arts, Faculty of Health Sciences and the Dhillon School of Business. uLethbridge also administers graduate programs through the School of Graduate Studies.

Full-Time Student

Some graduate programs offer full-time or part-time options. See the applicable degree section in the [Graduate Studies Calendar and Course Catalogue](#) for additional information. Students enrolled in Co-operative Education Work Experience courses are considered to be full-time.

Independent Study

Independent Study is individual study for course credit under the supervision of a professor. To register in an independent study course for MA, MFA, MMus, MSc, or PhD program, please complete the online [form](#). You must obtain approval from your Supervisor and apply the specific rules outlined in the applicable program policies and procedures manual. Return the signed form to the School of Graduate Studies. For further information, consult the School of Graduate Studies.

To register in an independent study course for the MC, MEd, MN, or MSc (Mgt) program, contact the relevant Faculty/ School office first.

Learn More

Major

A major is the specific area of study in your program and will determine many of your required courses.

Part-Time Student

Some graduate programs have a part-time option. See the applicable program section in the [Graduate Studies Calendar and Course Catalogue](#) for additional information.

Pre-Program

Some programs will require you to complete additional requirements in order to qualify for admission to that program. Contact the School of Graduate Studies for more information.

Prerequisite

A prerequisite is a course that must be successfully completed before you can take another course.

Program

A program is the broad category that defines your degree/certificate and all the requirements you need to meet in order to graduate. These may include, but are not limited to, required courses, course level requirements and thesis/project if applicable. See [Programs Offered at uLethbridge](#) for a comprehensive list. To understand your program better, you'll want to know:

- faculty/school
- major(s)
- minor(s) (if applicable)
- concentration(s) (if applicable)
- specialization(s) (if applicable)

Recommended Background

While not required, this is a course that would be advantageous for a student to complete before taking another particular course.

Repeated Course

At uLethbridge, a graduate student may repeat a course previously taken, once. A grade may be improved by completing either the course or its equivalent.

- Students wanting to improve their grade in an Independent Study, Series or Topics course must repeat the section with the identical title.
- Courses that are equivalent are denoted with an 'Equivalent' course element in the course description and include courses that have been renamed or renumbered, and Topics or Series courses that have been regularized.
- Under certain circumstances, the degree-specific program committee may recommend another course to the School of Graduate Studies Dean or Designate for approval consideration.

If a student repeats a course, the grades for each attempt is recorded on the transcript, but only the grade and credit hours for the most recent attempt are computed in the grade point average (GPA). Students may not have grades and credit hours for more than one attempt calculated in the GPA. Students who have repeated a course must submit a [Repeated Course form](#). A student may not use a Credit/Non-Credit designation to replace a previously earned grade. Contact the School of Graduate Studies for more information.

Required Course

A required course is a course that must be successfully completed to gain a degree and is within the direct area of study to your major.

Learn More

Specialization

A specialization is a secondary focus of a program, but is generally related to your major and involves an experiential component. Depending on your program, a specialization may be required, optional or not available. Students will be eligible to receive an endorsement on their official transcripts upon completion of a specialization.

Substantially Similar Course

Substantially similar courses contain a high percentage of similar course content but are not deemed equivalent. Students cannot use a substantially similar course to replace another course specified as a prerequisite. Students completing substantially similar courses must complete more than the minimum number of courses required in the program.

Academic Advising

MA, MSc, and PhD programs: Academic advising is typically provided by your Supervisor. If you need additional information, contact the School of Graduate Studies regarding academic regulations, course selection, and program planning.

MC, MEd, MHSMgt, MN, MSc Health Sciences (all majors), MSc (Mgt), Graduate Diploma (AMHP), and Graduate Certificate (HSMgt, ACSA) programs: Academic advising is typically provided by the relevant Faculty office.

You should seek academic advising after you have done your own research using the [Graduate Studies Calendar and Course Catalogue](#), the School of Graduate policies and procedures manual, and the [School of Graduate Studies website](#).

You are responsible for your own registration. However, approvals are required in the following situations:

- To register into an applied research study or independent study
- To register in a course closed to web registration

Registration Supports

There is a lot of information to know about registration, but don't worry – we've got plenty of resources to help you along the way. The resources listed below can offer advice about registration and other tips during your time at uLethbridge.

School of Graduate Studies Office

The School of Graduate Studies is available to help you along your graduate journey.

Email | sgs@uleth.ca

Phone | 403-329-2742

Office hours | uleth.ca/graduate-studies

Registrar's Office - Information Centre

The Registrar's Office provides many services to graduate students.

Email | regoffice@uleth.ca

Phone | 403-320-5700

Office hours | uleth.ca/ross

Accommodated Learning Centre

Students with documented disabilities can receive support through the Accommodated Learning Centre. They provide a wide range of support services including: exam accommodations, assistive technologies, learning strategies, educational support staff and Schedule-4 funding assistance. For more information visit the [Accommodated Learning Centre](#).

[Learn More](#)

Career and Co-op Services

Career and Co-op Services (CCS) serves uLethbridge graduate students, who are registered in a graduate program, as they explore careers and search for work. CCS can provide you with support for career exploration, job searching, career preparation and co-operative educational work experience. The co-operative educational work option is available for graduate students registered in either the Master of Arts program, the Master of Science program, or the Master of Science in Management program. For more information visit [Career and Co-op Services](#).

Career and Employment Services

Career and Employment Services (CES) serves uLethbridge students as they explore careers and search for work. CES can provide you with support for career exploration, job searching, career preparation and co-operative educational work experience. As an alumnus, you will continue to have access to these supports for up to two years following graduation. For more information visit [Career and Employment Services](#).

Counselling Services

Counselling Services on the Lethbridge campus offers free, confidential personal, career, and academic counselling to all uLethbridge students. They can assist you with career/educational concerns, developing study skills, managing anxiety, and any other personal issues. For more information visit [Counselling Services](#).

International

International offers assistance and opportunities to both domestic and international uLethbridge students. The International Student Advisor provides international students with ongoing support and advice in all matters including academic and personal concerns, immigration, on and off campus employment regulations, cultural transition, housing, and financial issues. The International Centre also offer programs that will give uLethbridge students international experiences and opportunities. In addition to on-campus events and programming, they support study abroad and exchange opportunities, summer study tours and international internships. For more information, visit [University of Lethbridge International](#).

Indigenous Student Affairs

The Iikaisskini: Indigenous Student Centre offers free, confidential service for those students who self-identify as First Nations, Métis, or Inuit. The primary role of the office is to guide, encourage and empower students in the university environment so they achieve their highest potential. For more information, visit the [Indigenous Student Affairs at Iikaisskini Gathering Place](#) office located in Iikaisskini, (Low Horn) First Nations, Métis, and Inuit (FNMI) Gathering Place in [Paterson Centre](#).

Credit Hours vs. Courses

Each course is assigned a specific number of credit hours.

Most courses are worth 3.0 credit hours; however, some are worth more (e.g. 6.0 credit hours) and some are worth less (e.g. 1.5 credit hours). The number of credit hours a course is worth can be found on the timetable or the course description website.

Senior Studio - 10095 - ART 4048 - A

Associated Term: Spring 2020

Registration Dates: 24-Oct-2019 to 13-Jan-2020

Levels: Undergraduate, Graduate

Attributes: Fine Arts & Humanities

Lethbridge Campus

Studio Schedule Type

6.00 Credits

[View Catalog Entry](#)

Associated Term: Spring 2020

Registration Dates: 24-Oct-2019 to 13-Jan-2020

Levels: Undergraduate, Graduate, Audit

Attributes: Activity Course, Arts & Science course

Lethbridge Campus

Activity Schedule Type

1.50 Credits

[View Catalog Entry](#)

Credit Hours

Scheduled Meeting Times

TYPE	TIME
Class	10:00 am - 11:50
Class	1:00 pm - 3:50 pm

Scheduled Meeting Times

TYPE	TIME	DAYS	WHERE	DATE RANGE	SCHEDULE TYPE
Class	3:05 pm - 4:20	TR	Physical Education Building	06-Jan-2020 - 04-Apr-	Activity

Registration Error Messages

When registering, you may find that you receive an error message at some point along the way. The messages below are the most commonly received error messages and what they mean.

Closed Section or Closed Section - Room Full

The course is full. Students change and drop courses throughout the registration period, so keep trying to register.

CRN does not exist

You have entered an invalid CRN. Check the online schedule for the most up to date information.

Dean's Approval

This course is not available for registration through the Bridge. Follow the instructions in the notes listed under the course in the timetable.

Errors for linked courses (those courses with lecture, lab, and/or tutorial components)

Examples:

- " Student must also be registered in Tutorial"
- " Student must also be registered in Lab"

You have not correctly registered in a course with lecture, lab, and/or tutorial components. When you register in a course with a linked component, you must enter one of each of the individual required components of the course (one CRN for a section, one for a lab, and/or one for a tutorial) on the 'Add Classes Worksheet' before you click 'Submit Changes' or you will not be registered in any of the course components.

Examples:

- CRN 10814 for CPSC 1620 SEC A
- CRN 10815 for CPSC 1620 LAB 1 (For Sec A)
- CRN 10818 for CPSC 1620 TUT 01 (For Sec A)
- CRN 11141 for STAT 1770 SEC YY
- CRN 11142 for STAT 1770 TUT 11 (For Calgary)

You must enter 10814, 10815, and 10818 in the textboxes on the 'Add Classes Worksheet' in order to register in this course.

Invalid Subject/Course/Section and CRN Combination

You have skipped a textbox (left one in the middle blank) when entering CRNs.

Link Error

You have tried to register in a course with a lecture, lab, and/or tutorial component and one component is missing or full. You must enter a CRN for each required component (lecture/lab/tutorial) before you click 'Submit Changes', or try a different combination.

Reserve Closed; No Seat

This course is reserved for students who require it for their program, or there are no more reserved seats left for your program. Reserved seats will be released for general access during the registration period, so keep trying to register. If you require this course for your program, contact a faculty academic advisor. Some faculties offer wait-lists.

[Learn More](#)

Time Conflict

You cannot register in courses offered during the same time or where the time overlaps.

You have not met the required prerequisite/corequisite for this course

The course has prerequisites or corequisites that you have not completed.

You may not add or drop courses due to holds on your record

Return to the 'Registrar's Office' menu and click 'View Holds'. You will have a hold on your account if we are missing documents from you, if you owe money to the uLethbridge etc.

You may register during the following times

You are attempting to register outside of your assigned registration window.

Contacts

directory.uleth.ca/

	Phone	E-mail	Website
Accommodated Learning Centre (B760)	403-329-2766	alc@uleth.ca	uleth.ca/ross/accommodated-learning-centre
Admissions and Transfer (SU140)	403-382-7134	admissions@uleth.ca	uleth.ca/ross/admissions
Athletics (PE209)	403-329-2228	gohorns.ca/staff.aspx	gohorns.ca
Bookstore (SU210A)	403-329-2611	bookstore@uleth.ca	uleth.ca/bookstore/
Box Office (W510)	403-329-2616	boxoffice@uleth.ca	uleth.universitytickets.com/w/
Cash Office (AH178)	403-329-2469	cash.office@uleth.ca	ulethbridge.ca/financial-services
Career Bridge (AH153)	403-332-2000	career.bridge@uleth.ca	ulethbridge.ca/career-bridge
Co-operative Education & Applied Studies - MA & MSc (AH151)	403-332-2000	coop@uleth.ca	ulethbridge.ca/career-bridge/co-op
Counselling and Career Services (AH153)	403-317-2845	career.services@uleth.ca	uleth.ca/counselling
Daycare	403-332-4064		uleth.ca/daycare/ or kidscampusdaycare.ca/
Faculty of Education (TH420)	403-329-2425	edu.masters@uleth.ca	ulethbridge.ca/edu
Faculty of Fine Arts (W620)	403-329-2126	finearts@uleth.ca	ulethbridge.ca/ffa
Faculty of Health Sciences (MH3083)	403-329-2699	MN: masternursing@uleth.ca MSc, PhD, Graduate Certificate, Graduate Diploma: graduate.health@uleth.ca	ulethbridge.ca/hlsc
Dhillon School of Business (M4047)	403-380-1819	MSc Mgt: dhillon.msc@uleth.ca MHSM: hmgmt@uleth.ca Grad Cert in HSM: hmgmt@uleth.ca	uleth.ca/dhillon
Graduate Students' Association (MH2041)	403-329-2132	contact@ulgsa.ca	ulgsa.org
Health Centre (SU020)	403-329-2484	healthcentre@uleth.ca	ulethbridge.ca/hr/health-centre
Housing Services (C420)	403-329-2584	housing@uleth.ca	ulethbridge.ca/housing
IT Solutions Centre (TH218)	403-329-2490	help@uleth.ca	ulethbridge.ca/information-technology
International Centre (SU040)	403-329-2053	international@uleth.ca	ulethbridge.ca/international
Library (Level 10 of the Library Building)	403-329-2265	gsd.library@uleth.ca	ulethbridge.ca/lib/ask_us
Recruitment and Student Life (SU065)	403-329-2762	inquiries@uleth.ca	discover.ulethbridge.ca
Registrar's Office (SU140)	403-320-5700	regoffice@uleth.ca	ulethbridge.ca/ross
Scholarships and Student Finance (AH115)	403-329-2585	fin.aid@uleth.ca	ulethbridge.ca/ross/student-finance
School of Graduate Studies (B610)	403-329-2793	sgs@uleth.ca	ulethbridge.ca/sgs
Security and Parking Services (L911)	403-329-2603	security.services@uleth.ca	ulethbridge.ca/security
Sport and Recreation Services (PE160)	403-329-2706		ulethbridge.ca/sportrec
Students' Union (SU180)	403-329-2222	su.adasst@uleth.ca	ulsu.ca
Health and Dental Plan (SU180)	403-329-2039	su.health@uleth.ca	ulsu.ca/?p=20